



## SMART CONTROLLER REBATE PROGRAM – CHECKLIST

### 1. SUBMIT APPLICATION AND PHOTO, WAIT FOR APPROVAL

- Read Terms and Conditions
- Submit application and photo of existing controller
  - Send application and photo to City Staff by mail or email
    - By email: [ryanb@cityofwestsacramento.org](mailto:ryanb@cityofwestsacramento.org)
    - By mail: Ryan Burnett, 1110 West Capitol Avenue  
West Sacramento, CA 95691
- Wait for City Staff to review application and photo
  - If issues arise, you will be informed
  - Do not begin work until the next step
- Receive approval to begin work
  - Approval will be provided by phone and email
  - Work must be done within two months of approval

### 2. PERFORM WORK

- Purchase and Install Smart Controller
  - Installation can be performed by applicant or contractor
  - Only a WaterSense<sup>SM</sup> labelled irrigation controller will be rebated
    - Some models require additional items (e.g. sensor)
  - Labor will not be rebated

### 3. SUBMIT RECEIPT/INVOICE AND PHOTO

- Submit receipt or invoice and photo of new controller
  - Send to City Staff (see above)
  - Receipt or invoice must show controller brand and model
  - Submit before two-month due date
- Rebate issued